



## KAGUMU DEVELOPMENT ORGANIZATION (KADO) QUOTATION FORM FOR STATIONARY AND RELATEED SUPPLIES

SUPPLIES SHALL BE DELIVERED AT KADO MAIN OFFICE IN KIBUKU

Name of the firm filling the quotation -----

Address -----

Phone No-----

Email -----

Bankers-----

S/N	Item Description	Unit	rate
1	Lotatrim photocopying papers	Ream	
2	Short hand note Books	Dozen	
3	Flip Chart (50 Pages )	Ream	
4	Bic Pens	pkts	
5	Nice Clear Bags	Dozen	
6	Permanent Markers	Dozen	
7	Kangaroo Staple Wires	Packets	
8	14A Computer Cartridge	No	
9	Photocopier Ink(canon 2420)	Packet	
10	3 Quire Counter	Books	
11	Payment Voucher Books	Books	
12	Box Files	Number	
13	Office Glue	Liter	
14	Note pads	dozen	
15	Tonner(IR 1018,1002)	Pkt/tin	
16	Cash analysis book	dozen	

IN CASE OF ANY OTHER ITEMS, SPECIFY AND RATE

Quotations valid for -----days

Prepared by

Name ----- title -----

Sign-----Official Stamp and Date -----

**SUBMIT QOTATION FORM TO KADO MAIN OFFICE IN KIBUKU DISTRICT**

**DEADLINE FOR SUBMISSION IS 3rd JANUARY, 2019 AT 5:00PM PROMPT.**